



COGGESHALL PARISH COUNCIL

Village Hall, Stoneham Street, Coggeshall, Essex, CO6 1UH

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THE NEXT MEETING OF THE PARISH COUNCIL

will be held on

MONDAY 19 FEBRUARY 2024

at 7.30pm

at Coggeshall Village Hall, Keys Room

for the purpose of transacting the business shown in the agenda below

The public and press are welcome to be present. This meeting may be recorded.

Clerk

14 February 2024

AGENDA

2023/203	Apologies for Absence Members are reminded that the LGA 1972, S85 states that apologies for absence must be received prior to a meeting.	
2023/204	Declarations Of Interests To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice where necessary before the meeting.	
2023/205	Minutes of Previous Meeting To approve the minutes of the meeting held on 15 January 2024.	App 1
2023/206	Public Forum The maximum time allowed for this item is 15 minutes. At the close of this item, members of the public will no longer be permitted to address the Council unless invited by the Chair.	
2023/207	County and District Councillors' Reports	
2023/208	Clerk's Report	App 2
2023/209	Parish Council Support – Pedestrian Crossing, East Street To agree the Parish Council's support towards a pedestrian crossing to be sited on East Street.	
2023/210	Fabians Park Invoice for Equipment and Surfacing Removal To approve a payment of £7,307.60 to Kompan under invoice No: 251813, for the removal of surfacing and equipment from Fabians Park prior to the new installation, and to approve budget/earmarked reserve allocation. Contract originally agreed under minute reference 2023/160.	App 3
2023/211	Finance i) Bank reconciliations and balances as at 31 January 2024. ii) Accounts payable. iii) Income and expenditure year to date for the current financial year ending 31 March 2024.	Apps 4(i) 4(ii) 4(iii)

2023/212	Finance - Debts To agree to write off a debt from the market in the sum of £128, which has not been recoverable.	
2023/213	Standing Orders Annual Review To undertake the annual review of the Standing Orders.	App 5
2023/214	Hedge Reduction – Cemetery To agree to undertake overdue and necessary work to reduce the height and bulk of the boundary hedge on two sides of the top end of the cemetery, to bring this back under control and alleviate problems for neighbouring properties. The quote for the works by our contractors, Be-Green Tree Surgery, is £7,500, and to approve budget/earmarked reserve allocation.	App 6
2023/215	Grant Application To receive and decide upon a grant application from Coggeshall in Bloom for £500.	App 7
2023/216	Essex Minerals and Waste Plan – Public Consultation To receive a report from Cllr Brindley following the parish briefing given by Essex County Council, and to agree CPC's response to the consultation regarding site proposals for the ECC Minerals and Waste Plan. Link to consultation: https://www.essex.gov.uk/replacement-essex-minerals-local-plan-review-2025-2040	
2023/217	Water Regulation Failures – Cemetery and Allotment Sites To receive reports from Anglian Water following their recent inspection, and agree to undertake remedial works to taps and water troughs at the above sites to comply. Quotes to follow once received.	App 8
2023/218	Rubbish and Vegetation Removal To receive details of the works required at the cemetery, Chapel, and Hamlet Allotment Site for the removal of rubbish and vegetation waste, and to agree how to progress. Quotes as per Appendix 9.	App 9
2023/219	Report on Expenditure: <ul style="list-style-type: none"> • Store Cupboard Ceiling: To receive a report from the Clerk regarding expenditure incurred to repair the ceiling of the Parish Office Storeroom following the removal of a honeycomb. The expenditure was in the sum of £640, and was agreed between the Clerk, Chair of the Council and Chair of Finance Committee. • Update on Clock Tower Survey Costs: Further to minute reference 2023/182, the Clerk was delegated to agree a quote for access equipment within a budget of £600. A quote was agreed with Turner Access Hire for a maximum of £493.50 for a whole day's hire, however, a hire of only 2-3 hours is expected. The survey is taking place on 23 February 2024. 	
2023/220	Committee Membership <ul style="list-style-type: none"> • To agree to add Cllr Badger to the Village Hall Committee. • To agree any other additions or removals from Committees. 	
2023/221	Public Consultation: Expansion of St. Peter's CE Primary School, Coggeshall Council to receive a report from Cllr Plumb on this consultation and to decide on CPC's response. Link: https://www.essex.gov.uk/schools-and-learning/schools/school-organisation-and-place-planning/consultations-and-statutory	
2023/222	The King's Portrait Scheme To agree to apply for the official portrait of King Charles III, to commemorate the accession. The portrait is free of charge to Parish Councils.	App 10
2023/223	Planning Applications To agree the Parish Council's response to the following applications:	Deadline:

	<ul style="list-style-type: none"> • 24/00082/FUL 16 Albert Place Coggeshall Erection of 1No. replacement dwelling and carport. https://publicaccess.braintree.gov.uk/online-applications/applicationDetails.do?activeTab=details&keyVal=S75NVCBFGC300 • 24/00149/HH Faldonside Cottage 61 Queen Street Coggeshall Proposed single storey lean-to side extension & single storey rear extension. https://publicaccess.braintree.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S7Q161BFGIS00 • 24/00186/FUL 4 Beards Terrace Coggeshall Conversion of 1no. dwelling into 2no dwellings. https://publicaccess.braintree.gov.uk/online-applications/simpleSearchResults.do?action=firstPage • 24/00172/LBC 69 Queen Street Coggeshall Replace front roof on a like to like basis. https://publicaccess.braintree.gov.uk/online-applications/simpleSearchResults.do?action=firstPage • 24/00151/TPO The Drying House West Street Coggeshall Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - 11/98 T3-Tree of Heaven: remove dangerous bow back to 1.5 metre stump. https://publicaccess.braintree.gov.uk/online-applications/simpleSearchResults.do?action=firstPage • 24/00275/TPOCON 1 The Mill House Kings Acre Coggeshall. Notice of intent to carry out works to trees in a Conservation Area: T1 Magnolia - Crown reduce and re-shape by up to 1.5m and general tree maintenance. https://publicaccess.braintree.gov.uk/online-applications/simpleSearchResults.do?action=firstPage 	<p>20 February</p> <p>28 February</p> <p>5 March</p> <p>12 March</p> <p>4 March</p> <p>7 March</p>
2023/224	Date of the Next Meeting The next Parish Council meeting is scheduled for Monday 18 March 2024.	
2023/225	Exclusion of the Public and Press To resolve to exclude the public and press under item 2023/226, to enable the Parish Council to consider items which include personal information.	
2023/226	Staffing - Report of Expenditure To receive a report on expenditure and to and to approve budget/earmarked reserve allocation.	App 11